

## STAC Recommendation to the Personnel Advisory Board

Title of Recommendation: \_\_\_\_\_  
Submitted By (Committee Name): \_\_\_\_\_  
Date of Final Submission: \_\_\_\_\_

Brief **description** of suggested recommendation (One or two sentences):

How is this a change from the current policy? Provide any **background** or important history on this recommendation.

Provide a **rational** and justification for your recommendation, i.e., explain why this recommendation should be implemented. Include any data to support your view, including the number of persons affected and how often they are affected.

What are **projected benefits** and impact of the recommendation? Include any data to support your recommendation including numbers and percentages. How could this recommendation be a **cost savings** to the state? Include an estimated dollar amount in savings.